

MAINE SCHOOL ADMINISTRATIVE DISTRICT NO. 40

Friendship * Waldoboro * Warren * Washington * Union

44 School Street * Warren * Maine * 04864

(207) 273-4070 Fax (207) 273-4143

Pamela Carnahan, Superintendent
Scott Vaitones, Business Manager

Karen Etheridge, Director of Student Services
Susan Jackson, Director of Instruction K-8

FINANCE COMMITTEE MEETING MINUTES DECEMBER 12, 2006

COMMITTEE	E	Carl Cunningham	E	Kelly Bisbee-Sabien	E	Kim Miller
MEMBERS	P	Bonnie Davis-Micue	P	Mary Genthner	P	Danny Jackson
	P	Ron Belcher	P	Nathan Beck		
OTHERS:	P	Scott Vaitones,				P=Present A=Absent E=Excused

AGENDA

1. Called to Order 7:09 PM
2. Declared a quorum with 4 of 7 members in attendance
3. Note Absentees Carl Cunningham, Kelly Bisbee-Sabien & Kim Miller absent
4. No adjustments to the Agenda
5. Approved minutes from November 14, 2006 on a Motion by Ron Belcher and second by Bonnie Micue with Danny to edit. All present voting in favor.
6. Signed Warrants and asked the following questions:

What is payment to the Maine Arts Commission: The Medomak Middle School has \$50,000 budgeted for the 1% for Art piece and this payment is to the Maine Arts Commission to manage the process.

What is payment for Satellite High Speed Internet? The Middle School Construction trailer needed internet access and the only workable solution was a dish. The project is paying the cost.

Why were there paid musicians for the play (Bye, Bye Birdie)? And, not an expense to the revenues received? (\$1,500) Need written response from Mr. Gleason. Has this been past practice? See attached response form Steve Gleason.

Correct entries saying Medomak Valley Middle School to Medomak Middle School

Will there be two Middle School sport teams? That will be a Board decision at some point.

Why paying Deb Waska's phone bill? Deb manages and assigns the contract drivers. At some point in the past an agreement was reached with her to pay her basic monthly phone service which was cheaper than reimbursing her for the calls she was making.

Why different rates to tow two buses: One was towed from the northern end of Washington and one was from in-town Waldoboro. Distance and time.

No slip from Andy's for a reimbursement. Will remind people to supply a slip.

What is Harvest night at Miller and why reimbursing for skin care? It was an open house for the Community for the purpose of encouraging Community involvement within the School. One of the activities was face painting. I believe the skin care product was used in that activity, but I am still waiting for confirmation of that.

DR Gaul Middle School field trip to Portland to see play hair spray how paid? It was paid for from a grant. No District funds were used.

What is being fiber glassed at MVHS? The Industrial Arts class builds a kayak from wood and then glasses the outside.

What is coil of Pot warp for? The Industrial Arts class teaches a unit on knots and splicing and uses the rope for that.

Look at other options for compressor and refrigerator work. Will look into other options.

What is the MAHPERD conference? MAHPERD is an abbreviation for Maine Association for Health, Physical Education, Recreation and Dance. The conference is a series of professional development workshops for Health and Physical Education Teachers.

Why do we sometimes use Luce bussing and aren't they a lot cheaper than the \$2.75 per mile that we are charging groups. Sometimes we can't find enough of our own drivers to cover a trip. Does not happen very often. In pricing out the total Luce invoicing for two trips, they each came out to \$2.65 per mile.

Why isn't the agenda package duplexed? I find that there are more jams and missed pages when duplexing large volumes of stuff. The cost savings in duplexing is the cost of a piece of paper which is .0048 cents per sheet. The copier per copy remains the same.

7. General Ledger Accounts: Reviewed the fact that there are currently 3,200 General Ledger accounts. The Department of Education is requiring a very significant change in our Chart of Accounts in order to be able to do electronic data transfers effective July 1, 2007. Our current account numbers are 23 digits and will need to be re-formatted to 17 digits. There will also be a number of changes in how we report various expenditures.
8. New Chart of Accounts (Miller School Example) Used Miller School to show what the new changes in account structure will look like for the upcoming budget. Committee agreed that there was not a need to show the changes to the School Board when the Budget is presented, just give a quick overview.
9. Reviewed the Summary Print-outs all Accounts through November 31, 2006

Why so much spent in the Ed Tech account at Warren Community School? Will look to see if someone is being charged incorrectly.

Look at technology salaries to see if someone is posted wrong. Will look at this.

Do we get a discount at Bear Hill? No. Many times in making repairs, a simple part is needed and the most convenient hardware store to that particular school is used.
10. Reviewed General Operating Report through November 30, 2006
11. Reviewed Food Services Operating Report through November 30, 2006
12. Reviewed Draft Investment policy for Trust Funds: Motion by Bonnie Micue and Second by Mary Genthner to send to Policy Committee for review. All present voting in favor.
13. Other Business No other business
14. Next meeting date: January 9, 2006
15. Adjourned at 9:06 PM